



NOTICE OF MEETING
CITY COUNCIL OF BULVERDE, TEXAS
6:30 P.M. – Tuesday, July 12, 2016
30360 Cougar Bend, Bulverde, TX 78163

REGULAR MEETING AGENDA

1) CALL TO ORDER, PLEDGE OF ALLEGIANCE, & ROLL CALL

2) STAFF REPORTS AND PRESENTATIONS

- a) Police Department; Monthly & Semi-Annual Report
Gary Haecker, Police Chief
- b) Finance Department; Finance Report
Ginger Hofstetter, Finance Director
- c) Planning and Zoning Commission
Chairman Mike Romans
- d) Parks & Recreation Update
Friends of the Park

3) REGULAR AGENDA ITEMS

- a) Discuss and consider a sign variance request for Urban Living (Faithville)
- b) Discuss and consider a sign variance request for Burger King (Singing Hills)
- c) Discuss and consider approval of an ordinance creating a Parks Advisory Board for the City of Bulverde
- d) Discuss and consider approval of a Bank Depository Agreement
- e) Discuss and consider a Budget Amendment for Downtown Bulverde signage and enhanced street maintenance funding
- f) Discuss and consider awarding the 2016 Street Maintenance contract
- g) Discuss and consider a modification to the Subdivision Ordinance regarding right of way located at intersection corners
- h) Discuss and consider approving a Resolution of the City Council of the City of Bulverde, Texas approving the submission of a grant application to the Criminal Justice Division of the Office of the Governor of the State of Texas for the upgrade to body worn cameras
- i) Discuss and consider approval of the City Council meeting minutes for the May 10, May 26, and June 14, 2016 meetings

4) PUBLIC COMMENTS NOT RELATED TO POSTED AGENDA ITEMS

Persons who desire to address the City Council with regard to issues not included on the agenda will be received at this time. Those wishing to speak should complete a comment form and present it to the City Secretary prior to the meeting. Speakers are limited to 3 minutes and should conduct themselves in a civil manner. In accordance with the Texas Open Meetings Act, the City Council cannot take action on items not listed on the meeting agenda.

5) EXECUTIVE SESSION

- a) Pursuant to Government Code 551.071 and 552.072, the City Council will meet in closed session to deliberate and consult with the City Attorney regarding contractual matters associated with a Development Agreement concerning the properties generally described as 32496 HWY 281, A-885 SUR-971 H Koch, Acres 39.891, A-884 SUR-970 E Koch.
- b) Pursuant to Government Code 551.074, the City Council will deliberate in Executive Session regarding personnel matters pertaining to the employment of the City Manager.

6) REPORTS BY ELECTED OFFICIALS AND CITY STAFF ON ITEMS OF COMMUNITY INTEREST.

In accordance with Section 551.0415 of the Government Code, topics discussed under this item are limited to expressions of thanks, congratulations or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee or other citizen; a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial or community event; and Announcements involving an imminent threat to the public health and safety of people in the political subdivision that has arisen after the posting of the agenda.

7) Other Action Items

- a) Discuss and consider approving a Development Agreement concerning the properties generally described as 32496 HWY 281, A-885 SUR-971 H Koch, Acres 39.891, A-884 SUR-970 E Koch.
- b) Discuss and take possible action regarding any matters discussed in Executive Session.

8) ADJOURNMENT

City Hall is wheelchair accessible and accessible parking spaces are available. Requests for accommodations must be made 48 hours prior to the meeting. Please contact the City Secretary at 830.980.8832 or FAX 830.438.4339 for information or assistance. I, the undersigned authority, do hereby certify that the above Notice of Meeting of the City Council of the City of Bulverde was posted on the bulletin board in front of Bulverde City Hall, which is readily accessible to the public at all times, by 5:30 PM p.m. on 07/8/2016.

Danny S. Batts II, City Secretary

EXECUTIVE SESSIONS

The City Council reserves the right to adjourn into Executive session at any time regarding any issue for which it is legally permissible. The City Council will announce it will go into Executive Session, if necessary, pursuant to Chapter 551 of the Texas Government Code, to receive advice from Legal Counsel, to discuss matters of land acquisition, litigation, Economic Development negotiations, or personnel matters as listed on this

agenda. The City Council may also announce it will go into Executive Session, if necessary, to receive advice from Legal Counsel regarding any other items on this agenda.



City of Bulverde Police Department

June 2016 Monthly Report

Date: July 6th, 2016
To: City Manager, Mayor and City Council
Submitted By: Gary Haecker, Chief

GENERAL INFORMATION

Topic: June Monthly Report

CALLS FOR SERVICE:

Bulverde Police Department had 507 Calls for Service.

• Bulverde Business	33	• Hwy 281	134
• Bulverde Crossing	12	• Hwy 46	97
• Bulverde Estates	25	• Oak Village N	39
• Bulverde Hills	19	• Oakland Estates	7
• FM 1863	24	• Shepherd's Ranch	5
• City Hall/BPD Walk-ups	30	• Persimmon Hill	0
• County	18	• Outside County	9
• Ammann	3	• Windmill Ranch	5
• Highlands	3	• Singing Hills	27
• Bulverde City Park	17	• Elm Valley	0

ARRESTS - Total arrests – 30

Warrants	15
Possession Controlled Substance	2
Public Intoxication	2
Driving While License Invalid	2
Carry Prohibited Weapon	1
Assault Family Violence	2
Driving While Intoxicated	2
Possession Marijuana	2
Assault	2

ACCIDENTS - Bulverde Police investigated 16 crashes.

LOCATION		PROPERTY	INJURY	FATALITY
Hwy 46	10	9	1	
Heimer Lange	1	1		
FM 1863	2	1	1	
Singing Hills	1	1		
Brand Rd	1	1		
Blanco Rd	1	1		

TRAFFIC ENFORCEMENT

Citations issued	743
Violations	906
Warnings	155

Average Speed Citation (mph over the limit)

Hwy 281 17.8
Hwy 46 14.0
FM 1863 13.4
Other 14.9

INVESTIGATIONS

Code Compliance

Code Compliance 15
Cases Closed 15
Follow Up Activities 5
Citations Issued 1
Warning Citation 0
Pending 11

BPD Cases:

Assigned 16
Interviews 7
Filed County DA 26
Filed Municipal Court 0
Court Trial 0
Warrants 7
Citation 0
Closed 38

Investigations/Significant Events

6/02 – Reckless Driver / Assist EMS – Bulverde Rd. A vehicle crossed over the center lane divider and then refused to stop for officers traveling at a low rate of speed. The driver

eventually stopped and was found to be having a medical issue. EMS transported the subject to a local hospital.

6/02 – Public Intoxication – Hwy 281. A subject was observed passed out in their vehicle with the engine running. Upon contact the subject was found to be intoxicated to the degree that he fell and hit his head. The subject was transported to the hospital by EMS.

6/03 – Disturbance – Luke’s parking lot. Officers were dispatched for a child exchange with parents arguing. Incident was found to be verbal only, parties went their separate ways.

6/03 – Criminal Mischief – Oak Village North. Caller reported a reckless driver in the area that ran over their water meter causing damage. Subject was located and the manner was handled.

6/03 – Theft \$100-\$750 – Home Depot. An employee had observed a subject exit the store with a welder finding out later it wasn’t paid for. The subject has been identified and a warrant is in process.

6/04 – Disturbance – Bulverde Estates. Officers were dispatched for a disturbance between a male and female reference child custody. The incident was verbal only no action required.

6/04 – Identity Theft – Oak Village North. Complainant advised he was notified by his bank that someone had requested a new bank card in his name in Florida. Attempting to identify occupants at the address in FL.

6/05 – Recovered Stolen Vehicle – Hwy 281. Upon checking a license plate it was discovered the vehicle was reported as stolen out of San Antonio. Vehicle was recovered with driver information forwarded to SAPD.

6/05 – Assist CCSO / Resist Arrest – Bulverde Rd. Dispatch requested assistance for an intoxicated male on Bulverde Rd. BPD arrived and began speaking to the subject who was highly intoxicated. He was arrested for public intoxication but resisted in the process.

6/06 – Assault Family Violence – BCSO. Officers were dispatched to a residence in the city for an assault. The incident had occurred at a home in Bexar County. BCSO was contacted.

6/08 – Disturbance – Pet’s Paw. Officers were dispatched for an assault that just occurred. An employee’s spouse showed up intoxicated and assaulted their spouse then fled. He was located by officers and arrested for assault, criminal mischief and public intoxication.

6/09 – Theft \$100-\$750 – Archundi Western Wear. A subject was identified by store employees as taking items without paying for them. A warrant was obtained and the subject was arrested.

6/10 – BPD assisted with a Movie in the Park Event at the Bulverde Community Park. Its estimated 250-300 participants were in attendance.

6/10 – Theft \$0-\$100 – Walmart. A subject was observed on camera going through the self-check-out and not scanning all the items in their cart. We are attempting to identify the suspect.

6/11 – BPD provided extra patrol in the Oak Village North subdivision during their annual garage sale event.

6/11 – Missing Person – Oak Village North. Officers were dispatched for a report of a missing person. Before entering the subject into TCIC/NCIC the subject showed up at the residence.

6/12 – Burglary of a Building – Oak Village North. Complainant advised there were items missing from their shed. A suspect was identified and arrested. The property has been recovered.

6/12 – Burglary of a Building – Oak Village North. Another complainant advised there were items missing from their shed. A suspect was identified and arrested. The stolen property has been recovered.

6/12 – Burglary Habitation – Highlands. An unknown suspect(s) entered a residence stealing two televisions.

6/13 – BPD participated in an employee safety meeting at American Bank of Texas.

6/13 – Theft \$0-\$100 – Oak Village North. Complainant advised that someone stole their child’s bike from in front of their residence.

6/14 – BPD met with the area asset protection manager from HEB to discuss the possibility of a substation in a store front at the Bulverde HEB.

6/14 – Disturbance – Bulverde Hills. Officers were dispatched for a disturbance between a male and female. One subject left the location for the evening.

6/14 – BPD attended the Bulverde land use presentation at the BSB Activity Center. BPD also attended the Bulverde Council Meeting.

6/14 – Burglary of a Building – Oak Village North. Complainant advised there were items missing from their shed. A suspect was identified and arrested. The property has been recovered.

6/14 – Crash / DWI Blood Draw – Hwy 281. Officers were dispatched for a two vehicle crash with injuries. One subject was arrested for DWI and a blood warrant was obtained.

6/15 – BPD attended a Bulverde Jubilee planning committee meeting.

6/15 – BPD conducted a training session at the BSB Fire/EMS station for Explorers post 1700.

6/16 - Animal Bite - Oakland Estates. Citizen was walking in her neighborhood when she was bitten by a neighbor's dog.

6/16 – Forgery – Stoddard Construction. Complainant advised they had sent a vendor a check for materials but the vendor states they never received the check. Bank states the check was cashed. Video of whoever cashed the check has been requested.

6/17 - Lost/Recovered Property - HEB. A citizen found a phone in HEB; when citizen could not find contact information on the phone she was returning it to HEB to be turned in. At the same time the owner of the phone was reporting the phone as lost. The phone was returned to the owner.

6/18 - Disturbance - Hwy 281. A male and a female were involved in a verbal disturbance while traveling on Hwy 281. The vehicle and occupants were located, disturbance was verbal only.

6/18 - Public Intoxication - Whataburger. A male subject inside Whataburger was being loud and using profanity. After being warned about the profanity, the subject continued being loud and profane. Subject was then arrested, report completed.

6/18 - DWI/ Blood Draw - Hwy 281. A vehicle was stopped after being reported as a reckless driver. The driver was arrested for DWI who refused to provide a specimen. A warrant was obtained and the driver transported to Christus Santa Rosa where a specimen was obtained.

6/19 - Theft \$750-\$2500 - Tractor Supply Company. BPD responded to an alarm on a "pull cord". Once on scene officers realized a lawn tractor was missing. Store manager responded to the scene, report completed.

6/20 – Theft \$0-\$100 - Oak Village North. Citizen reported a package of supplements was taken from their mailbox, report completed.

6/20 - Burglary Habitation - Oak Village North. Citizen reported someone had entered the guest house on their property and stole several video games. Report completed.

6/21 - Theft \$100-\$750 - Oak Village North. Caller reported that someone had taken a weed eater from in front of their house, property recovered, suspect charged.

6/23 – Aggravated Assault against Public Servant – Bulverde Estates. Officers were dispatched for an armed suicidal subject. Upon arrival they were met by a male in the street holding a handgun. After several minutes of attempting to de-escalate the situation the officers came under fire with a CCSO deputy getting struck. Officers feared for their lives and returned fire striking the subject ending the threat. The suspect and the CCSO deputy were airlifted to University Hospital, both are expected to recover.

6/23 – Tampering with Physical Evidence - Bulverde Estates. While investigating an aggravated assault case the suspects father picked up evidence at the scene and lied about it upon questioning by Texas Rangers. A warrant was obtained and the subject was arrested.

6/24 – Burglary Building – Oak Village North. Complainant reported they had lawn equipment stolen from a shed. The property was recovered from a pawn shop in San Antonio and a suspect has been charged.

6/24 – Disturbance – Papa John’s Pizza. Officers were dispatched for a disturbance between employees. One employee argued with a manager and then quit. Upon getting to his vehicle he found someone had damaged it. All parties were separated for the evening with one subject being trespassed for the location.

6/25 – Theft \$0-\$100 – Walmart. Asset protection personnel observed a subject concealing items and then leaving the store. The subject was stopped and BPD contacted who handled the matter upon arrival.

6/25 – Assault Family Violence – Windmill Ranch. Officers were dispatched for a disturbance between two subjects at a residence. One subject was arrested for assault family violence and interfering with a 911 call.

6/26 – Deceased Person – Oak Village North. An officer was dispatched for an expected hospice death. A 90 year old female passed away from natural causes.

6/26 – Theft \$0-\$100 – Walmart. Asset protection personnel observed a subject concealing items and then leaving the store. The subject was stopped and BPD contacted who handled the matter upon arrival.

6/26 – Deceased Person – Oakland Estates. An officer was dispatched for an attended hospice death. A 58 year old female had passed away after a battle with cancer.

6/27 – Theft \$100-\$750 – Oak Village North. Complainant reported they had a pressure washer stolen from the residence. The pressure washer was located in a pawn shop in San Antonio and recovered. A suspect has been identified and charged.

6/27 – Fraud – Oak Village North. Caller wanted to report a fraud incident where a company hired her and sent her a check to cash for supplies, and then send them the remainder. No cash was sent.

6/28 – Identity Theft – Bulverde Hills. Complainant came to city hall advising someone in California was using their social security number.

6/28 – Vehicle Pursuit – Hwy 281. A vehicle was observed on radar traveling 122 mph on Hwy 281. A CCSO and BPD attempted to stop the vehicle without success. The pursuit was terminated around Stone Oak Dr. on Hwy 281.

6/30 – Disturbance – Walmart. Officers were dispatched for a disturbance in the parking lot. Subjects were located and the incident was found to be verbal only.

6/30 – Animal bite – Sonic. While an employee was delivering food to a customer, the customers dog bit the employee. No injury was sustained.

6/30 – Disturbance – FM 1863. Two subjects were observed fighting on the shoulder area of FM 1863. One subject was arrested for assault family violence.

Routine Calls for Service

Commercial and Residential Alarms

Assist CCSO

Welfare Concern

Animal Control

Warrant Service


911 Hang-up

Suspicious Vehicles

Reckless Drivers
Assist Fire/EMS
Loose Livestock
Road Rage
Blue Form Crashes
Possession Drug Paraphernalia
Assist Citizens
Suspicious Persons
Traffic Hazards
Suspicious Circumstances
Abandoned Vehicles
Civil Matters
Trespassing
Code Compliance
Minor in Possession Alcohol
Assist Motorist
Lost Property
Threats
Harassment
Open Containers
Driving While License Invalid
Noise Complaints
Shots Fired
Delinquent Conduct

MEMO

TO: Mayor & Council

FROM: Ginger Hofstetter, CGFO 
Finance Director

RE: Revenue & Expenditure Report for June 2016

DATE: July 7, 2016

June's report is the ninth month into the budget, which equates to 75.00% of the year. Total revenues for June were \$436,239.17 and total expenditures were \$431,461.71, leaving a positive cash flow of \$4,777.46. Total year to date revenues were \$3,160,379.07 and year to date expenditures were \$2,744,750.74 leaving a year to date positive cash flow of \$415,628.33.

Some of the variances on the revenue side are:

1. Ad Valorem taxes are at 100.02%.
2. Franchise fees are at 46.99% (this is normal for this time of year).
3. Permit fees are at 207.88%. The City has collected more revenue in permits and platting fees over what was budgeted.
4. Miscellaneous Revenues are at 109.51%.
5. Other Revenue sources are at 403.74%. The City received a reimbursement of \$29,034.62 from GBRA for the wastewater user fees collected from Canyon Lake Water for September 2015 through May 2016. The City also received a second payment of \$180,973.71 from the Singing Hills Developers for Waste Water Treatment Plant (WWTP) operations bringing their total paid to date \$361,947.42.

The offsetting expenses for WWTP operations have been accounted for in the Contract Services line item of Government Functions and it is at 187.18%. They will be closed out at the end of the year along with the revenues received for the WWTP and transferred to the WWTP Fund.

CITY OF BULVERDE
INVESTMENT REPORT
JUNE 2016

<u>Type of Investment</u>	<u>Account Number</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Term</u>	<u>Ending Balance</u>	
<u>Certificates of Deposit-</u>						
Blanco National	17975	0.30	7/26/2016	6 mth	100,000.00	
Blanco National	17726	0.30	7/27/2016	6 mth	100,000.00	
Blanco National	17727	0.30	7/27/2016	6 mth	100,000.00	
Blanco National	20330	0.30	11/13/2016	6 mth	100,000.00	
Blanco National	20331	0.30	11/13/2016	6 mth	100,000.00	
Blanco National	20725	0.70	5/16/2018	2 YRS	250,000.00	
Blanco National	20726	0.70	5/16/2018	2 YRS	250,000.00	
Randolph Brooks FCU	669324	1.00	5/14/2017	1 YR	249,000.00	
TOTAL CD's					\$1,249,000.00	34.28%
<u>Investment Pools</u>						
Lone Star Investments	900157	0.33	N/A		5.14	
TexPool	460500001	0.36	N/A		12,450.80	
MBIA	10149002	0.63	N/A		3.62	
Total Investment Pools					\$12,459.56	0.34%
TOTAL INVESTMENTS					\$1,261,459.56	34.62%
<u>Operating & Money Market</u>						
American Bank of Texas, NA						
Prestige Money Manager-	76-048-8	0.15	N/A	N/A	1,824,496.42	50.07%
Operating Acct.	45152				556,384.09	15.27%
RBFCU - Savings					487.08	0.01%
Petty Cash					750.00	0.02%
TOTAL CASH					\$3,643,577.15	100.00%

City of Bulverde
Investment Summary Report
Quarter ending 6/30/2016

This report is in compliance with the policies and strategies contained in the City of Bulverde's Investment Policy and the Public Funds Investment Act (Chapter 2256).

As of March 31, 2016

Beginning Book Value	\$3,679,630.67
Beginning Market Value	\$3,679,630.67
Weighted Average to Maturity	57

As of June 30, 2016

Ending Book Value	\$3,643,577.15
Ending Market Value	\$3,643,577.15
Unrealized Gain/(Loss)	0.00
Weighted Average to Maturity	366
Change in Market Value	-\$36,053.52 *

* Change in market value is due primarily to cash flow changes or new investments and investment maturities during the period. Cash from the maturing investments is either reinvested or used to pay the City's bills.

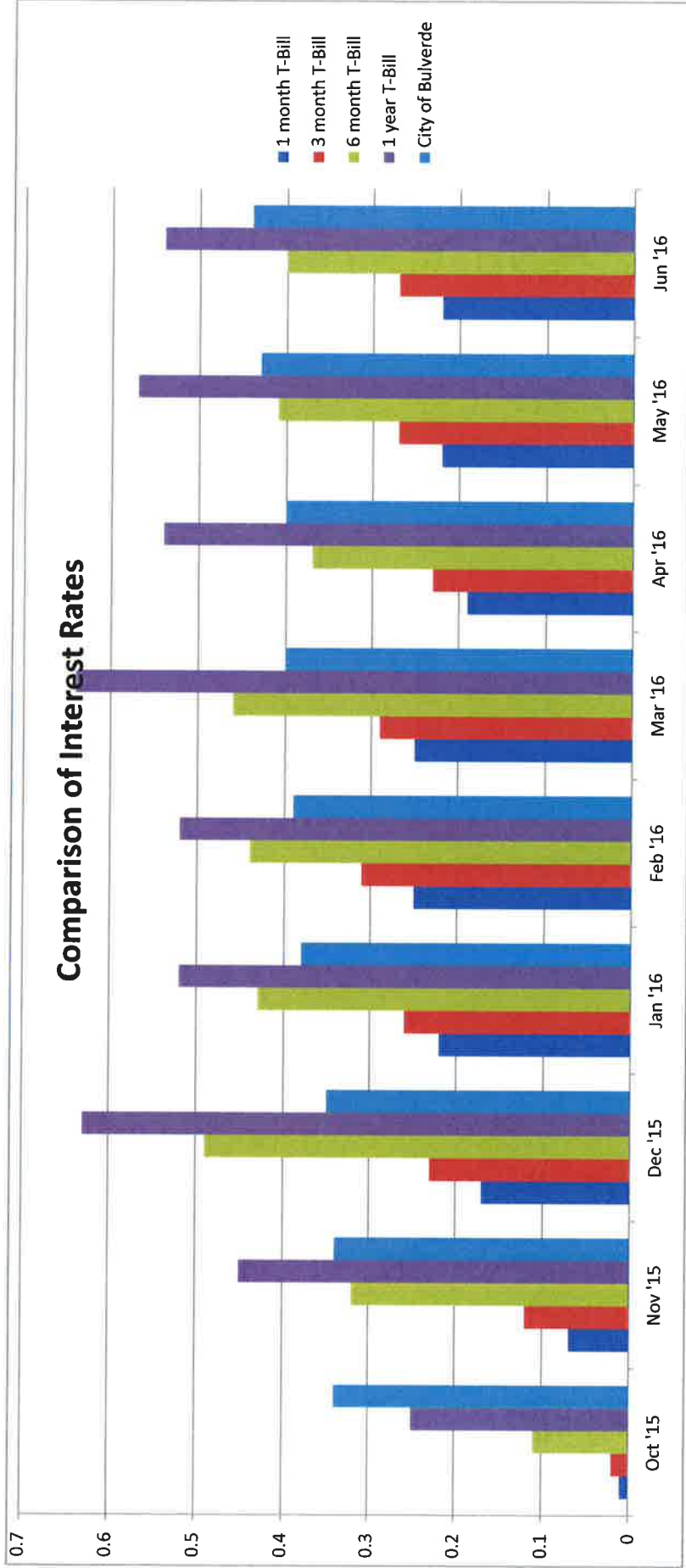
The City follows a policy of holding investments to maturity. This policy would prevent any unrealized loss (or gain) noted above from actually occurring.


Ginger Hofstetter, CGFO, Finance Director


Eugene A. Hoppe IV, City Manager

CITY OF BULVERDE
INVESTMENT REPORT
06/30/2016

<u>Type of Investment</u>	<u>CUSIP</u>	<u>Term</u>	<u>Maturity Date</u>	<u>Weighted Average Maturity</u>	<u>Interest Rate</u>	<u>Book/Market Value 3/31/2016</u>	<u>Book/Market Value 6/30/2016</u>	<u>Percent of Total Portfolio</u>
<u>Certificates of Deposit-</u>								
Blanco National	17975	6 mths	7/26/2016	2	0.30%	100,000.00	100,000.00	2.74%
*** Blanco National	17909	6 mths	5/23/2016	0	0.30%	126,028.41	0.00	0.00%
Blanco National	17726	6 mths	7/27/2016	2	0.30%	100,000.00	100,000.00	2.74%
Blanco National	17727	6 mths	7/27/2016	2	0.30%	100,000.00	100,000.00	2.74%
Blanco National	20330	6 mths	11/13/2016	11	0.30%	100,000.00	100,000.00	2.74%
Blanco National	20331	6 mths	11/13/2016	11	0.30%	100,000.00	100,000.00	2.74%
*** Blanco National	20713	6 mths	5/2/2016	0	0.30%	250,000.00	0.00	0.00%
Blanco National	20625	2 yrs	5/16/2018	137	0.70%	250,000.00	250,000.00	6.86%
Blanco National	20626	2 yrs	5/16/2018	137	0.70%	250,000.00	250,000.00	6.86%
Randolph Brooks FCU	669324	1 yr	5/14/2017	64	0.71%	249,000.00	249,000.00	6.83%
Total CD's				366		\$1,625,028.41	\$1,249,000.00	34.28%
<u>Investment Pools</u>								
Lone Star			N/A	1	0.33%	5.14	5.14	0.00%
TexPool			N/A	1	0.36%	12,439.96	12,450.80	0.34%
MBIA			N/A	1	0.63%	3.62	3.62	0.00%
Total Investment Pools						\$12,448.72	\$12,459.56	0.34%
<u>Bank Accts.</u>								
Money Market			N/A	1	0.15%	1,790,290.95	1,824,496.42	50.07%
Operating + petty cash			N/A	1	N/A	251,536.30	557,134.09	15.29%
RBFCU savings			N/A	1	N/A	326.29	487.08	0.01%
Total Bank Accounts						2,042,153.54	2,382,117.59	65.38%
TOTAL INVESTMENTS						3,679,630.67	3,643,577.15	100.00%



CITY OF BULVERDE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2016

100-GENERAL

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
PROPERTY TAXES	738,085	7,394.55	738,247.35	0.00	(162.35)	100.02
NON-PROPERTY TAXES	1,314,681	120,790.45	1,058,612.70	0.00	256,068.30	80.52
FRANCHISE TAXES	317,036	0.00	148,965.22	0.00	168,070.78	46.99
CITY PERMITS, FEES, LIC	92,252	27,386.67	191,774.65	0.00	(99,522.65)	207.88
MUNICIPAL COURT REVENUES	539,115	54,249.76	438,933.11	0.00	100,181.89	81.42
MISCELLANEOUS REVENUES	67,460	10,318.01	73,874.51	0.00	(6,414.51)	109.54
INTEREST INCOME	9,005	316.53	6,480.52	0.00	2,524.48	71.97
OTHER REVENUE SOURCES	124,707	215,783.20	503,491.01	0.00	(378,784.01)	403.74
FUND BALANCE TRANSFERS	356,091	0.00	0.00	0.00	356,090.75	0.00
INTERFUND TRANSFERS	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	3,558,432	436,239.17	3,160,379.07	0.00	398,052.68	88.81

EXPENDITURE SUMMARYADMINISTRATIVE OFFICE

PERSONNEL	326,925	25,070.96	232,884.91	0.00	94,040.09	71.23
SUPPLIES	6,450	284.05	2,789.00	0.00	3,661.00	43.24
CONTRACT SERVICES	26,835	8,658.53	18,756.62	0.00	8,078.38	69.90
CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATIVE OFFICE	360,210	34,013.54	254,430.53	0.00	105,779.47	70.63

MAYOR & COUNCIL

SUPPLIES	1,900	0.00	291.42	0.00	1,608.58	15.34
CONTRACT SERVICES	28,850	1,781.56	8,503.57	0.00	20,346.43	29.48
CAPITAL OUTLAY	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL MAYOR & COUNCIL	33,750	1,781.56	8,794.99	0.00	24,955.01	26.06

MUNICIPAL COURT

PERSONNEL	157,490	13,178.71	112,695.14	0.00	44,794.86	71.56
SUPPLIES	5,800	333.14	3,123.19	0.00	2,676.81	53.85
CONTRACT SERVICES	34,700	5,293.43	18,846.06	0.00	15,853.94	54.31
CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	0.00
TOTAL MUNICIPAL COURT	197,990	18,805.28	134,664.39	0.00	63,325.61	68.02

GOVERNMENT FUNCTIONS

PERSONNEL	0	0.00	0.00	0.00	0.00	0.00
SUPPLIES	12,300	1,241.16	8,203.76	0.00	4,096.24	66.70
CONTRACT SERVICES	375,330	232,140.60	702,546.91	0.00	(327,216.91)	187.18
CAPITAL OUTLAY	11,500	0.00	0.00	0.00	11,500.00	0.00
TOTAL GOVERNMENT FUNCTIONS	399,130	233,381.76	710,750.67	0.00	(311,620.67)	178.07

CITY OF BULVERDE
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2016

100-GENERAL

FINANCIAL SUMMARY

% OF YEAR COMPLETED: 75.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>PUBLIC SAFETY</u>						
PERSONNEL	1,084,391	84,102.24	781,747.46	0.00	302,643.54	72.09
SUPPLIES	7,950	522.75	3,981.67	0.00	3,968.33	50.08
CONTRACT SERVICES	119,568	11,909.68	55,227.53	0.00	64,340.47	46.19
CAPITAL OUTLAY	242,200	2,581.69	191,602.64	0.00	50,597.11	79.11
TOTAL PUBLIC SAFETY	1,454,109	99,116.36	1,032,559.30	0.00	421,549.45	71.01
<u>PUBLIC WORKS</u>						
PERSONNEL	152,727	11,562.13	111,399.16	0.00	41,327.84	72.94
SUPPLIES	250	0.00	139.73	0.00	110.27	55.89
CONTRACT SERVICES	416,716	1,525.76	101,525.61	0.00	315,190.39	24.36
CAPITAL OUTLAY	35,000	0.00	0.00	0.00	35,000.00	0.00
TOTAL PUBLIC WORKS	604,693	13,087.89	213,064.50	0.00	391,628.50	35.24
<u>PLANNING & DEVELOPMENT</u>						
SUPPLIES	1,200	0.00	1,310.58	0.00	110.58	109.22
CONTRACT SERVICES	308,400	14,344.06	204,816.68	0.00	103,583.32	66.41
TOTAL PLANNING & DEVELOPMENT	309,600	14,344.06	206,127.26	0.00	103,472.74	66.58
<u>PROFESSIONAL FEES</u>						
CONTRACT SERVICES	198,950	16,931.26	184,359.10	0.00	14,590.90	92.67
TOTAL PROFESSIONAL FEES	198,950	16,931.26	184,359.10	0.00	14,590.90	92.67
<u>TRANSFERS OUT</u>						
TRANSFERS OUT	0	0.00	0.00	0.00	0.00	0.00
TOTAL TRANSFERS OUT	0	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	3,558,432	431,461.71	2,744,750.74	0.00	813,681.01	77.13
REVENUE OVER/(UNDER) EXPENDITURES	0	4,777.46	415,628.33	0.00	415,628.33	0.00



COUNCIL AGENDA ITEM

CITY OF BULVERDE, TEXAS

Tuesday, July 12, 2016

TITLE: Variance to Allow an Attached Sign on Roof for Urban Living (78070 Hwy 46)

DEPARTMENT: Public Works

PRESENTED BY: John Nowak, P.E., Public Works Director

RECOMMENDATIONS

The Planning and Zoning Commission recommends approval of a variance for a roof-mounted sign with the bottom of the sign being no greater than six (6) inches above the roof, for Urban Living (78070 Hwy 46).

PROBLEM/ISSUE STATEMENT: Council must take final action on all sign variance requests after receiving a recommendation from the Planning and Zoning Commission. The Commission made a recommendation on July 5, 2016.

GENERAL INFORMATION:

Applicant: Wes Putman
Status of Applicant: Sign Company
Location: 78070 Hwy 46 #110
Size: Commercial
Existing Land Use: Sign Ordinance

ATTACHMENTS: Variance request and supporting material (3 pages)

INTRODUCTION

The Sign Ordinance prohibits signs from being installed on the roof of buildings. In order to allow a sign to be placed on a roof structure, a variance must be secured.

PROCEDURAL HISTORY

- Completed Items
 - Variance request made – June 14, 2016
 - Planning and Zoning recommendation – July 5, 2016
 - Council consideration of variance – July 12, 2016
- Future Items
 - Sign Installation

BACKGROUND

The same property was previously granted a variance for a roof mounted sign for the “Seasons” tenant at this property location. The Seasons business has ceased operations and a new business, “Urban Living,” has now moved into the lease space. The Seasons sign has been removed. Urban Living would like to install a new sign to replace the old roof-mounted Seasons sign. The proposed new sign is smaller than the Seasons sign.

As reflected in the July 5, 2016 P&Z meeting:

Public Works Director Nowak provided a summary of the request. The applicant was present and gave a short presentation on the request and answered questions of the Commission. Commissioners commented that they were concerned the submitted mock-up appeared to show the sign being higher than the original sign. The Commission consensus was to impose a limitation on how high above the roof the sign could be installed.

Commissioner Sunn made the motion, seconded by Commissioner Stewart to recommend approval of a variance to allow a roof mounted sign installed no higher than six (6) inches above the roof for Urban Living at 78070 Hwy 46. The motion passed 6-0.

RECOMMENDATION

The Planning and Zoning Commission recommends approval of a variance for a roof-mounted sign with the bottom of the sign being no greater than six (6) inches above the roof, for Urban Living (78070 Hwy 46).

ATTACHMENTS: Variance request and supporting material (3 pages)

BUDGET **SIGNS**™ LTD.

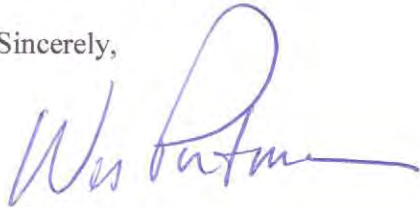
06/02/2016

Wes Putman
Budget Signs
2801 West Ave
San Antonio, TX 78201

John Novak
City of Bulverde
30360 Cougar Bend
Bulverde, TX 78163

Dear Mr. Novak,
Urban Living, located at 17130 Hwy 46 W, Suite 110 in Spring Branch, Texas 78070, is requesting a sign variance to allow for a roof mounted sign. Located in the ETJ for the Spring Branch area they are requesting their sign to be installed like the Farm House Market and Urban Lily sign located in the same retail corner (see exhibit A). Attached is the design and photos of the Urban Living sign installed on the building (see exhibit B). We are requesting a sign varuiance to allow the sign to be installed since it creates no burden or hardship to any other business in this area.

Sincerely,



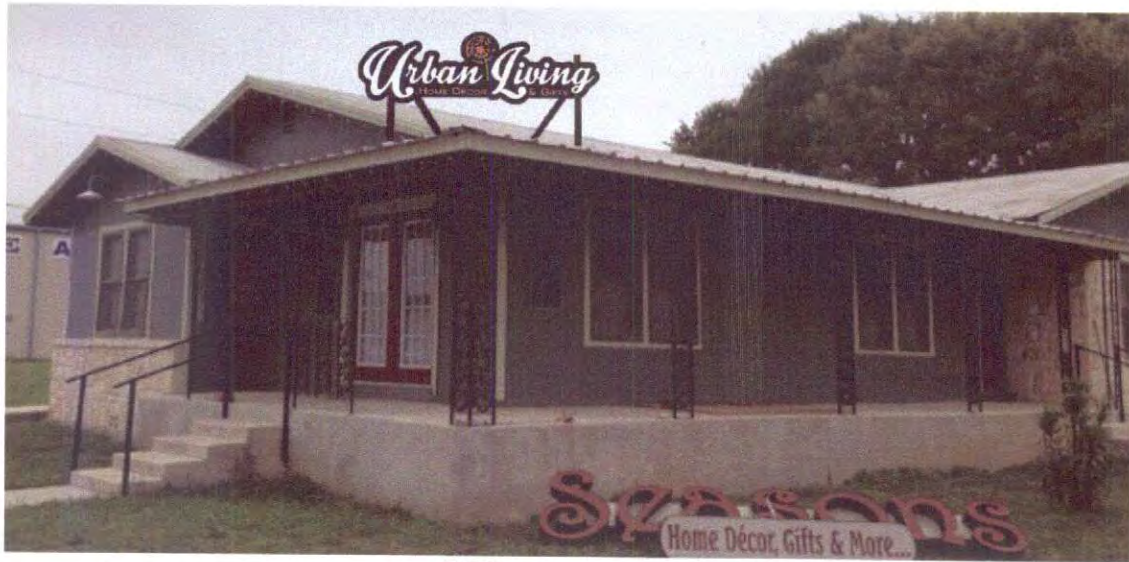
Wes Putman

Budget Signs

(210) 639-3054

Exhibit A





Individual Channel Letters

White Lettering - White Acrylic Faces

Logo White Acrylic with Applied Translucent vinyl - Fire Red 415

Flower Graphic - Fire Red 415 and Brilliant Green 106

"Home Decor & Gifts" HP vinyl

Black Returns

Black Timcaps

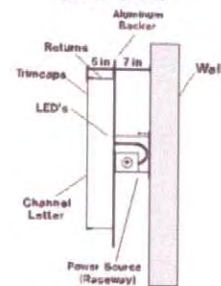
Mounted To 1/8" Thick Routed Aluminum Backers Painted Black

7" tall x 4" wide Raceway Painted Black

Mounted Behind Backer Panel Painted

Led Illumination

SIDE VIEW



BUDGET SIGNS 2801 WEST AVE. SAN ANTONIO, TX 78201 (210)349-7446 FAX (210)342-9800 www.budgetsigns.com TSC# 18746	CLIENT APPROVAL <input type="checkbox"/> APPROVED AS SUBMITTED <input type="checkbox"/> APPROVED AS NOTED <input type="checkbox"/> REVISE AND RESUBMIT		Contact: WES FULTON www.budgetsigns.com
	Client Signature _____ Date _____		LED TSC# 18746

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COUNCIL AGENDA ITEM

CITY OF BULVERDE, TEXAS

Tuesday, July 12, 2016

TITLE: Variance to Allow “Primary” Signs to be Attached to Different Building Facades for Burger King (334 Signing Oaks)

DEPARTMENT: Public Works

PRESENTED BY: John Nowak, P.E., Public Works Director

RECOMMENDATIONS

The Planning and Zoning Commission recommends approval of a variance to allow “Primary” signs to be installed on different building facades, for Burger King (334 Signing Oaks).

PROBLEM/ISSUE STATEMENT: Council must take final action on all sign variance requests after receiving a recommendation from the Planning and Zoning Commission. The Commission made a recommendation on July 5, 2016.

GENERAL INFORMATION:

Applicant: Laura Glancy
Status of Applicant: Owner
Location: 334 Singing Oaks
Size: Commercial
Existing Land Use: Sign Ordinance

ATTACHMENTS: Variance request and supporting material (6 pages)

INTRODUCTION

The Sign Ordinance specifies that “primary” attached signs be placed on certain building facades while “secondary” signs are allowed on different building facades. There are different maximum sign size requirements for “primary” and “secondary” signs. In order to place “primary” signs on a different building façade than allowed by ordinance, a variance must be secured.

PROCEDURAL HISTORY

- Completed Items
 - Variance request made – June 20, 2016
 - Planning and Zoning recommendation – July 5, 2016
 - Council consideration of variance – July 12, 2016
- Future Items
 - Sign Installations

BACKGROUND

The proposed Burger King site is a rectangular lot with a rectangular shaped building placed on the lot. The long axis of the proposed building is oriented along the long axis of the lot, which is perpendicular to Hwy 281 and Singing Oaks. The narrower building facades face the roadways (Singing Oaks and Hwy 281). However, the main entrance for the proposed Burger King is located on the same side as the north and south building facades.

The Sign Ordinance specifies that “primary” attached signs are located on the building facades facing the public or private roadway(s). Additional, “secondary” signs can be installed on other building facades if that building façade has a public entrance. “Secondary” signs are restricted in size to 25% of the maximum sized “primary” sign that would be allowed for the building.

For the Burger King site, the applicant wishes to install the “primary” signs on the north and south building facades since that is where their main public entrances are (the main entrance and the drive-through). They would like to install the “secondary” signs on the building facades facing Hwy 281 and Singing Oaks. This would result in smaller signs being on the facades facing the roadways and larger signs facing the adjacent lots.

As reflected in the July 5, 2016 P&Z meeting:

Public Works Director Nowak provided a summary of the request and the ordinance requirements. The applicant was present and answered questions of the Commission. Some Commissioners were concerned about the wall-mounted “advertising panels” proposed on the north and south building facades. Some Commissioners felt that such signage was excessive and detracted from the appearance of the building. Other Commissioners noted that all the proposed signage fits within the maximum square footage of what would be allowed for a “Primary” sign and should therefore be allowed if

a variance to install “Primary” signs on the other building faces was approved as the proposed signage would be in compliance with the regulations if it were installed on the proper (as defined in the ordinance) building facade.

Commissioner Sunn made the motion, seconded by Commissioner Stewart to recommend approval of a variance to allow “Primary” signs to be installed on different building facades for Burger King (334 Singing Hills). The motion passed 4-2, with Commissioners Foster and Morkovsky dissenting.

RECOMMENDATION

The Planning and Zoning Commission recommends approval of a variance to allow “Primary” signs to be installed on different building facades, for Burger King (334 Singing Oaks).

ATTACHMENTS: Variance request and supporting material (6 pages)



TO: City of Bulverde

FROM: V&E Management Corp.

RE: Burger King Sign Variance Request

Please see attached completed sign package for the proposed Burger King to be located at 334 Singing Oaks, Spring Branch, TX 78070. This package illustrates all of our exterior illuminated signs, as well as our exterior non-illuminated graphics and décor.

As you can see from the chart below, based on the formulas negotiated for the Singing Hills development, we are allowed a total of 262.98 square feet of signage. We are proposing a total of 240.17 square feet of signage, leaving us with 22.81 square feet of unused signage.

ILLUMINATED BUILDING SIGNS & NON-ILLUMINATED GRAPHICS				
Elevation	Sq Ft Requested	Allowed Calculation	Sq Ft Allowed	Sq Ft (Unused) or Over
Front - Facing Hwy 281	28.27	Front Elevation Width 46.75ft x 2.25	105.19	(76.92)
Main Entrance - Facing Adjacent Property	110.36	Front Elevation Allowed [105.19sf] x 25%	26.30	84.06
Back End - Facing Singing Oaks	28.27	Back End Elevation Width 46.75ft x 2.25	105.19	(76.92)
Drive Thru - Facing Adjacent Property	73.27	Back End Elevation Allowed [105.19sf] x .25%	26.30	46.97
TOTALS	240.17		262.98	(22.81) Unused

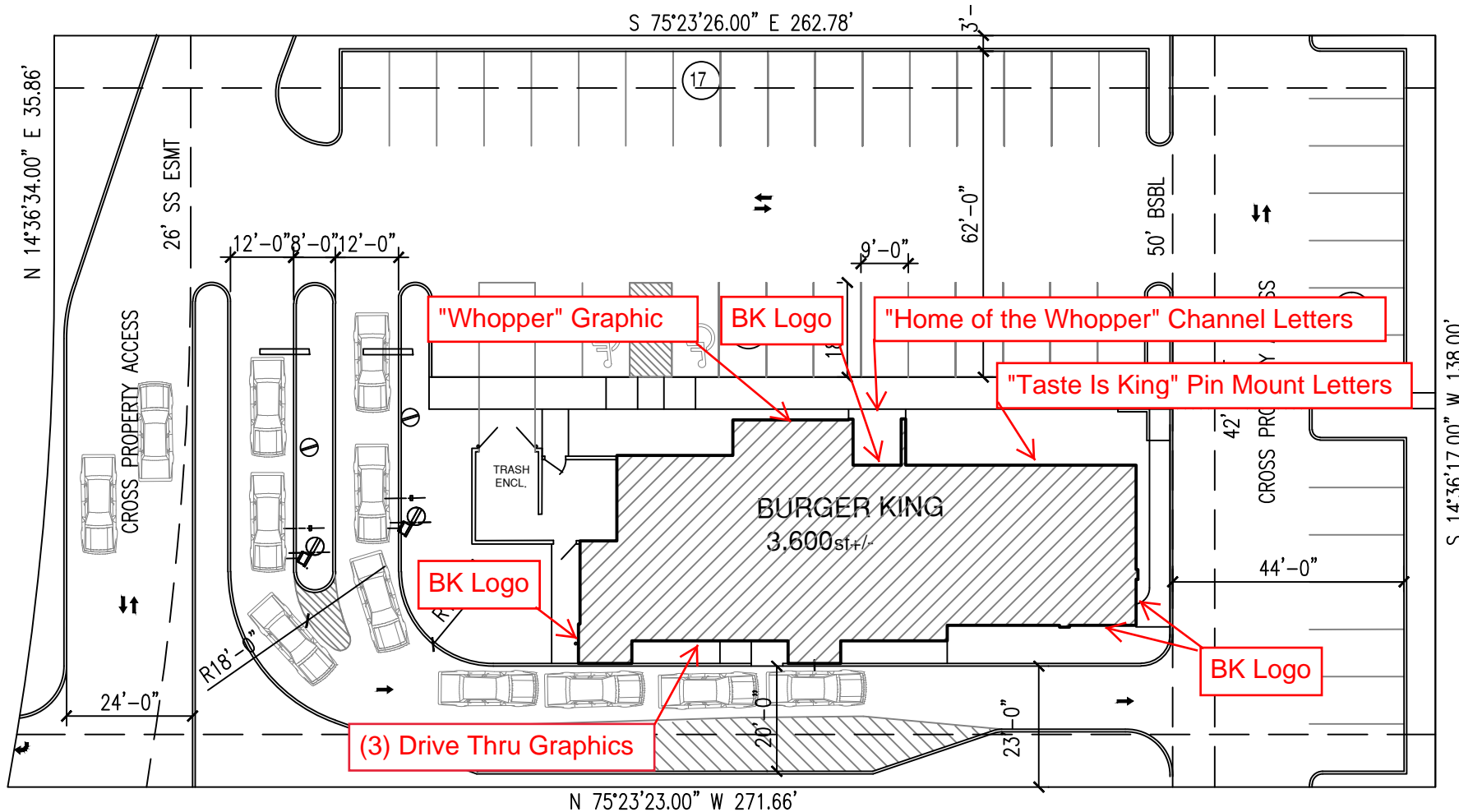
The orientation of the pad site, and the resulting orientation of the building, limits our ability to utilize the allowable signage on the front and back of the building. We are forced to utilize more of our allowable signage on the secondary sides of the building which serve as our main entrances or primary sides of the building. Therefore, we are requesting the allowable area for the primary elevations, the front and back end, be interchanged with the allowable area for the secondary elevations, the main entrance and drive thru. Please see the revised chart below:

ILLUMINATED BUILDING SIGNS & NON-ILLUMINATED GRAPHICS - INTERCHANGED				
Elevation	Sq Ft Requested	Allowed Calculation	Sq Ft Allowed	Sq Ft (Unused) or Over
Front - Facing Hwy 281	28.27	Front Elevation Allowed [105.19sf] x 25%	26.30	1.97
Main Entrance - Facing Adjacent Property	110.36	Front Elevation Width 46.75ft x 2.25	105.19	5.17
Back End - Facing Singing Oaks	28.27	Back End Elevation Allowed [105.19sf] x .25%	26.30	1.97
Drive Thru - Facing Adjacent Property	73.27	Back End Elevation Width 46.75ft x 2.25	105.19	(31.92)
TOTALS	240.17		262.98	(22.81) Unused

Thank you for your consideration.

Sincerely,

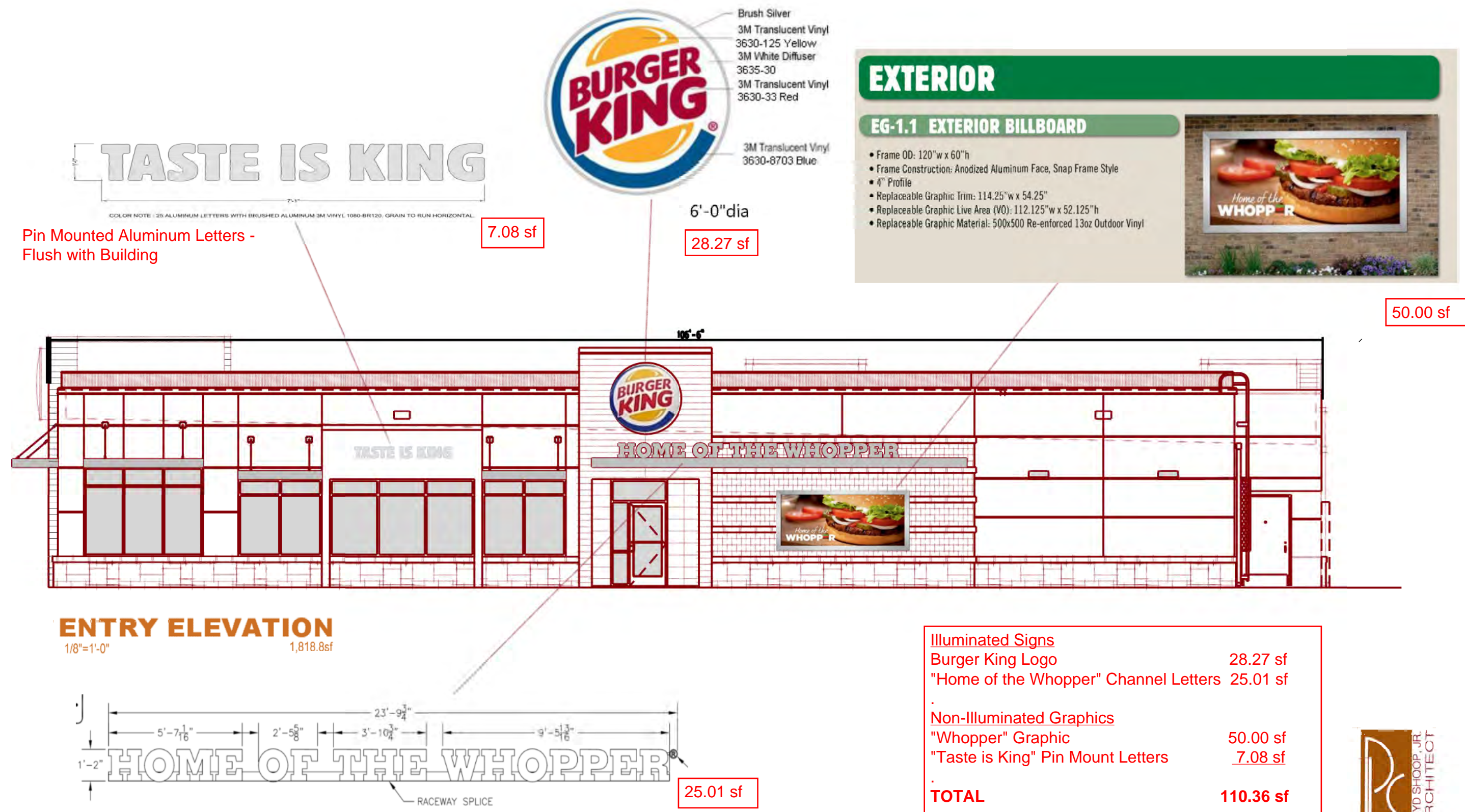
Robes St. Juste
President

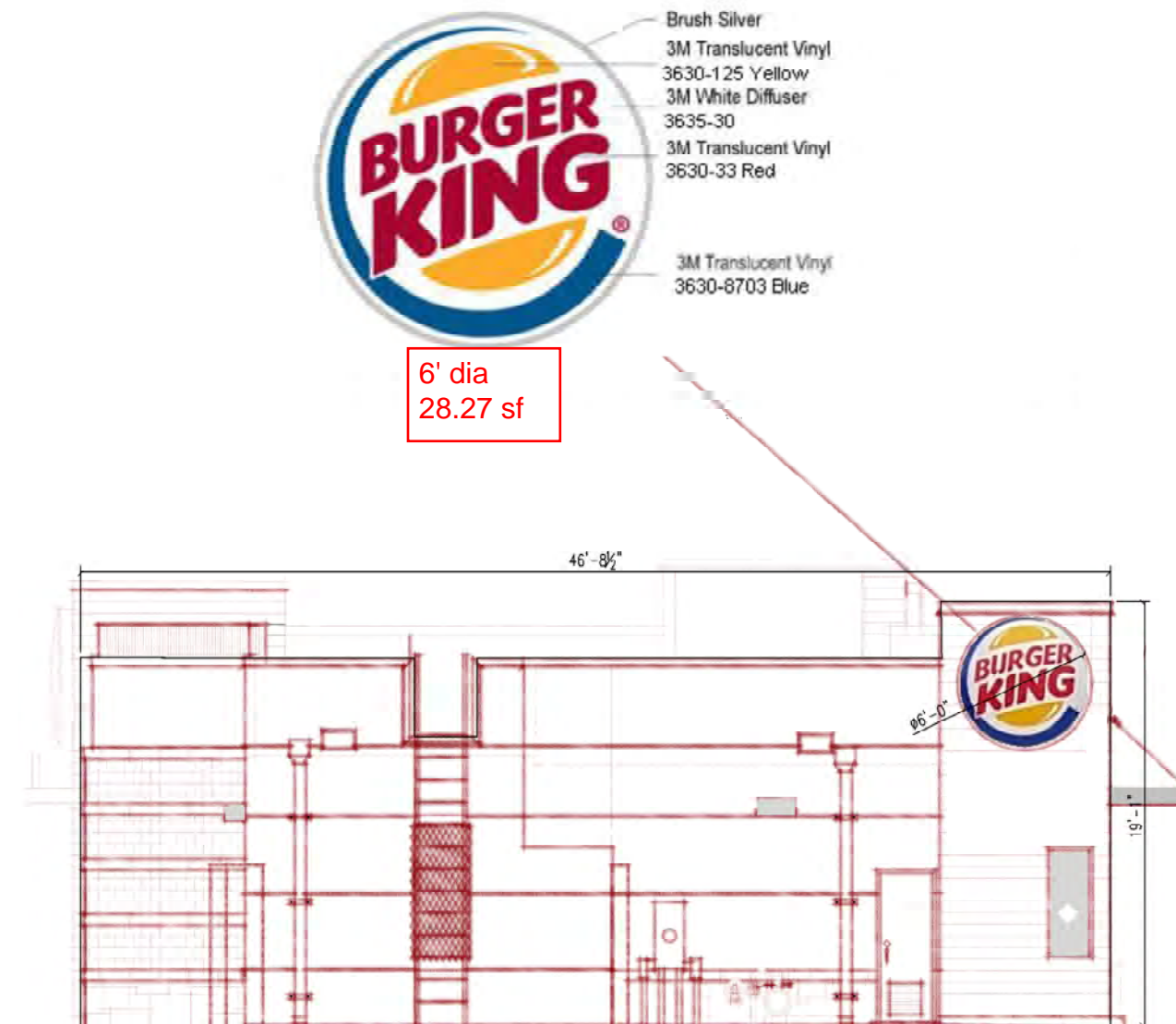


HWY. 281
 ← ACCESS RD.

BURGERKING SITE PLAN STUDY HWY. 281

1" = 30'-0" BULVERDE, TX. Rev. 4-29-15

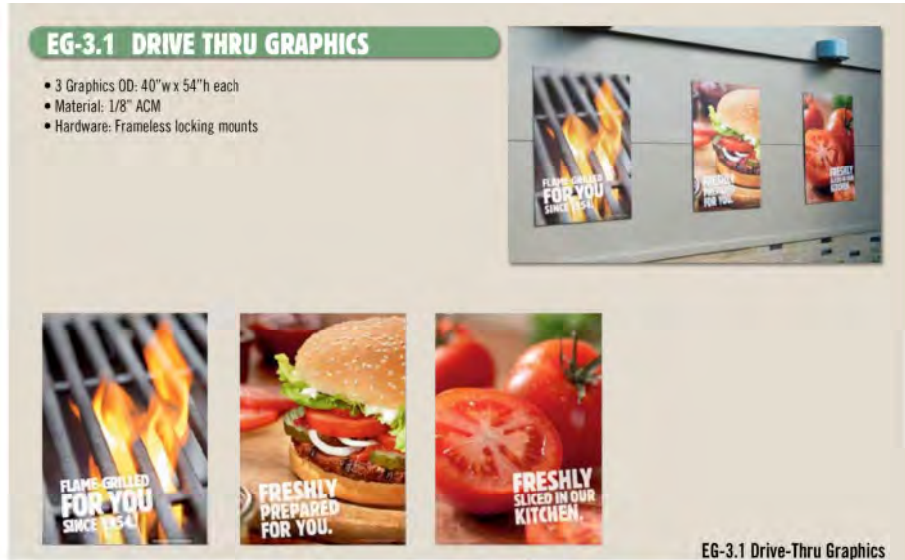




REAR ELEVATION
 1/8" = 1'-0"

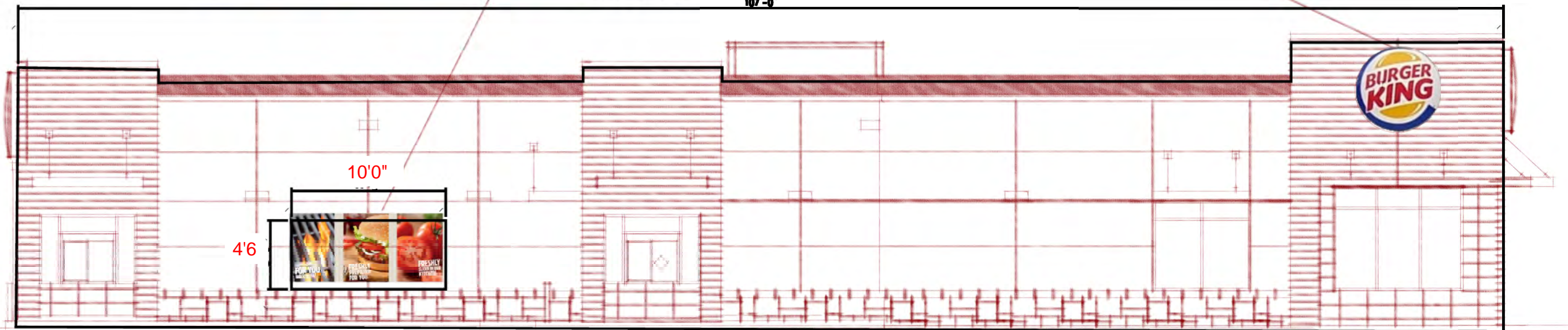
Illuminated Signs	
Burger King Logo	28.27 sf
TOTAL	28.27 sf

BURGERKING SINGING HILLS - SIGNS



45.00 sf

6' dia
28.27 sf



DRIVE-THRU ELEVATION

<u>Illuminated Signs</u>	
Burger King Logo	28.27 sf
<u>Non-Illuminated Graphics</u>	
Drive Thru Graphics	45.00 sf
TOTAL	
	73.27 sf

BURGERKING SINGING HILLS - SIGNS

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
BULVERDE, TEXAS, ESTABLISHING A PARKS &
RECREATION ADVISORY BOARD.**

WHEREAS, the City Council has determined that it is advantageous for the City to establish a formal Parks & Recreation Advisory Board to provide advice to the City Council regarding the City's Parks & Recreation Program;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE
CITY OF BULVERDE, TEXAS, THAT:**

**Section 1. Created, Purpose; appointment of members; terms;
qualifications**

- a) There is hereby created the Parks and Recreation Advisory Board ("Board"). The Board shall act in an advisory capacity to the city council by providing advice and recommendations on all policies, rules and regulations relating to the administration of the City's park system and recreation program.
- b) The Board shall be appointed by the city council and consist of five (5) members who shall reside either in the incorporated city limits or the City's extraterritorial jurisdiction.
- c) The positions on the Board shall be designated as Places 1 through 5, and all places shall serve for two year terms. The members serving in Places 1, 2, and 3 shall be appointed in even numbered years, and the members serving in Places 4 and 5 shall be appointed in odd numbered years.
- d) Unless otherwise required by state law, all members serve at the pleasure of the city council and may be removed at any time with or without cause.
- e) At least three (3) of the members of the Board shall reside within the corporate limits of the city and no more than two (2) members shall be residents of the city's extraterritorial jurisdiction.
- f) All vacancies on the Board shall be filled for the remainder of the unfulfilled term.

Section 2. Officers; rules; meetings; quorum; record; conflict of interest

- a) The member appointed to Place 1 on the Board shall serve as Chair of the Board, and the Member appointed to Place 4 on the Board shall serve as Vice-Chair.
- b) The Chair shall preside over the Board and shall have the right to vote on all items before the Board. The Vice-Chair shall fulfill the duties of the Chair when the Chair is not available for any reason.
- c) The city manager or his designee shall be an ex officio member of the Board.
- d) The City Secretary or his designee shall serve as Secretary for the Board.

- e) The Board may establish rules or bylaws as necessary for the orderly conduct of its business, provided that no rule or bylaw may conflict with any law or City ordinance.
- f) The Board shall meet at least quarterly, if there is business at hand, at a time and place established by the Board. Special meetings may be called by the Chair of the Board, the city manager or his or her designee or upon the request of any three (3) Board members. All meetings of the Board shall be open to the public and shall conform with the Texas Open Meetings Act.
- g) A quorum shall consist of a majority of the members of the Board.
- h) A Board member having any potential conflict of interest on any policy, decision, or determination before the Board shall disclose to each of the other members the nature of his potential conflict and shall abstain from voting on such policy, decision or determination.

Section 3. Severability: If any portion of this Ordinance shall, for any reason, be declared invalid, the invalidity shall not affect the remaining provisions thereof.

PASSED AND ADOPTED this 12th day of July, 2016.

APPROVED:

Mayor William Krawietz
City of Bulverde, Texas

ATTEST:

Danny Batts
City Secretary



COUNCIL AGENDA ITEM

CITY OF BULVERDE, TEXAS

Tuesday, July 12, 2016

TITLE: RFPs for Bank Depository Agreement
DEPARTMENT: Administration
PRESENTED BY: Ginger Hofstetter, Finance Director

BACKGROUND:

The City submitted a Request for Proposals (RFP) for a new Bank Depository Agreement. The City advertised in the paper and on the City's website as required by law. Staff also sent out nine (9) packets to local financial institutions. Two (2) packets were picked up at City Hall by neighboring banks. A Copy of the City's Investment Policy was included in each packet along with instructions and a submission checklist.

Under the Public Funds Investment Act a written copy of the investment policy shall be presented to any person/business organization offering to engage in an investment transaction with an investing entity and that the qualified representative of the business organization offering to engage in the investment transaction shall execute a written instrument stating that they have:

1. Received and reviewed the investment policy of the entity; and
2. Acknowledge that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the entity and the organization that are not authorized by the entity's investment policy

The City received four (4) proposal packets from the following banks: American Bank of Texas, Security State Bank & Trust, Sonora Bank and Frost Bank.

After reviewing the packets, two of the banks (Sonora and Frost) submitted their proposal without the two written instruments mentioned above and were subsequently disqualified.

The two remaining banks: American Bank of Texas and Security State Bank and Trust were graded on the following items:

1. Reply format –10 items worth 5 points each for a possible total of 50 points

2. Content – consisted of 3 sections: the latest audited financials, cited State/Federal violations for the past 2 years, and fees and rates.
Total possible points – 50.

American Bank received 95 points and Security State received 90 points.

RECOMMENDATION:

Staff recommends that the City Council accept the proposal from American Bank of Texas for a three (3) year contract with the option to extend the contract for two (2) additional one year terms.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BULVERDE, TEXAS, AMENDING THE BUDGET OF THE CITY OF BULVERDE FOR THE 2015-2016 FISCAL YEAR AS ADOPTED BY ORDINANCE NO. 395, IN ACCORDANCE WITH TEXAS LOCAL GOVERNMENT CODE SECTION 102.010, FOR MUNICIPAL PURPOSES.

WHEREAS, the Budget for the City of Bulverde, Texas, for the fiscal year 2015-16, has heretofore been approved as provided by law; and

WHEREAS, Local Govt. Code Section 102.010 provides that the governing body may make changes in the budget for municipal purposes, and

WHEREAS, the City Council finds that it is necessary to amend the budget for municipal purposes, including, but not limited to, the expenditure of funds to meet an unforeseen condition related to enhancements to public safety programs and improvements to public infrastructure;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BULVERDE, TEXAS, THAT:

The 2015-2016 Fiscal Year Budget, attached hereunto as Exhibit "A", is hereby amended by the changes in revenues and expenditures shown in Exhibit "B", and that the amended 2015-2016 Fiscal Year Budget, with the changes detailed in Exhibit "B" fully incorporated, is attached as Exhibit "C".

PASSED AND APPROVED the 12TH of July, 2016.

Bill Krawietz, MAYOR

ATTEST:

Danny S. Batts II. CITY SECRETARY

City of Bulverde

FY 2015-2016

Approved Budget

GENERAL FUND:**Revenue**

Property Tax	738,085
Non Property Taxes	1,314,681
Franchise Taxes	317,036
Permits, Fees	92,252
Court Fines	539,115
Miscellaneous	67,460
Interest	9,005
Other Revenue Sources	124,707
Fund Balance Transfers	<u>356,091</u>

Total Revenues **\$ 3,558,432**

<u>Departments</u>	<u>Personnel</u>	<u>Supplies</u>	<u>Contract Services</u>	<u>Capital Outlay</u>	<u>Total</u>
Admin	300,202	6,450	26,835	0	333,487
Mayor & Council	0	1,900	28,850	3,000	33,750
Municipal Court	150,383	5,800	34,700	0	190,883
Govt. Functions	70,000	12,300	375,330	11,500	469,130
Police	1,053,005	7,950	119,568	242,200	1,422,723
Public Works	147,943	250	416,716	35,000	599,909
Planning	0	1,200	308,400	0	309,600
Professional Fees	<u>0</u>	<u>0</u>	<u>198,950</u>	<u>0</u>	<u>198,950</u>
Total Expenditures	1,721,533	35,850	1,509,349	291,700	<u>3,558,432</u>

WASTEWATER FUND:

Revenues:	132,000.00
Expenditures:	<u>132,000.00</u>
Revenue over/under Expenditures	0.00

Exhibit "B"

<u>Account</u>	<u>Beg Balance</u>	<u>Adjustment</u>	<u>Ending Balance</u>
Undesignated Funds	- 356,091.00	- 152,000.00	-508,091.00
Contract Services	1,509,349.00	152,000.00	1,661,349.00

City of Bulverde

FY 2015-2016

Amended Budget

GENERAL FUND:**Revenue**

Property Tax	738,085
Non Property Taxes	1,314,681
Franchise Taxes	317,036
Permits, Fees	92,252
Court Fines	539,115
Miscellaneous	67,460
Interest	9,005
Other Revenue Sources	124,707
Fund Balance Transfers	<u>508,091</u>

Total Revenues **\$ 3,710,432**

<u>Departments</u>	<u>Personnel</u>	<u>Supplies</u>	<u>Contract Services</u>	<u>Capital Outlay</u>	<u>Total</u>
Admin	300,202	6,450	26,835	0	333,487
Mayor & Council	0	1,900	28,850	3,000	33,750
Municipal Court	150,383	5,800	34,700	0	190,883
Govt. Functions	70,000	12,300	375,330	11,500	469,130
Police	1,053,005	7,950	119,568	242,200	1,422,723
Public Works	147,943	250	468,716	35,000	651,909
Planning	0	1,200	408,400	0	409,600
Professional Fees	<u>0</u>	<u>0</u>	<u>198,950</u>	<u>0</u>	<u>198,950</u>
Total Expenditures	1,721,533	35,850	1,661,349	291,700	<u>3,710,432</u>

WASTEWATER FUND:

Revenues:	132,000.00
Expenditures:	<u>132,000.00</u>
Revenue over/under Expenditures	0.00



COUNCIL AGENDA ITEM

CITY OF BULVERDE, TEXAS

Tuesday, July 12, 2016

TITLE: FY 2015-2016 Street Maintenance Project Award

DEPARTMENT: Public Works

PRESENTED BY: John Nowak, P.E., Public Works Director

PROBLEM/ISSUE STATEMENT: During the May 26, 2016 Special Council Meeting, Council authorized Staff to solicit bids for the 2016 Street Maintenance project. Staff has advertised for bids and cost information for different project options will be presented for consideration.

GENERAL INFORMATION: During the June 14th Council meeting, Council also authorized additional funding be allocated to the street maintenance project and directed Staff to focus the maintenance effort on the lowest PCI valued roadways.

Subsequent to the Council meeting, the City had an opportunity to meet with Ergon Asphalt & Emulsions to discuss the oil and asphalt products the City typically specifies in the maintenance contracts. During this meeting, the Ergon representative provided some additional surface treatment options other than a conventional chip seal that the City could consider for some of our roadways. Based on the information received from this meeting, Staff prepared a bid package containing this revised information and alternative surface treatment.

The bid package contains three different schedules of work. Schedule I represents a typical neighborhood chip seal for some roadways in the Oakland Estates, Bulverde Estates, and Bulverde Hills areas. Schedule II represents a “fog seal” as suggested by the Ergon representative. Schedule III represents edge protection (a continuation of the past few years edge protection projects). A summary of each schedule and options is as follows:

Schedule I consists of a “typical” neighborhood chip seal project. The streets included in this schedule were last chip sealed seven or eight years ago and have lower PCI values than other streets. The alternate option in this schedule is to have a slurry seal applied to the surface instead of a chip seal.

Schedule II consist of a fog seal applied to the surface of the streets. A fog seal is a different product than a chip seal or slurry seal, but it most closely resembles a slurry seal. A fog seal is an oil based emulsion product that is applied to the surface of the street. It does not contain any aggregate (rock) material (like a slurry seal does). The oil adheres to the existing surface and

binds the existing remaining chip seal to the surface. The Ergon representative recommended this treatment option for some of the roadways that are in relatively good structural condition but are “losing” the chips from the surface due to wear. By “re-gluing” the existing aggregate (chips) on the street surface and covering the surface with a new layer of oil, the streets can continue to function for several years before a new chip seal would need to be applied. These streets also have relatively low PCI values, but not as low as the streets in the Schedule I portion of the bid package. The estimated cost of this treatment is less than a chip seal, which allows the available funding to stretch further.

Schedule III consists of edge protection along roadways planned for chip seals in future years. This is a continuation of the effort done last year on various city roadways. Edge protection would be applied along areas experiencing edge erosion or other failures and along curved segments where there is evidence of vehicles driving off the edge of the pavement. Three options are contained in this Schedule; 9” wide ribbon curb (like last year), 2-foot wide asphalt shoulder, and concrete stabilized material.

The bid package was structured so multiple contracts can be awarded for the different types of construction method, depending on Council’s wishes. With Council award of construction contract(s), Staff will coordinate with the successful bidder(s) to develop project schedule(s). Once all the contract documents are in order, work can begin on the project(s). The work would be performed over the Summer and should be complete by September 19th.

Four bids were received and opened on July 7th. The bid results are attached. The low bidder for the chip seal (Schedule I) is Ruvalcabas Paving in the amount of \$129,767.60. The low bidder for the fog seal (Schedule II) is Fuquay, Inc in the amount of \$61,865.00. For the edge protection (Schedule III), the lowest bid received was from Ruvalcabas Paving for the 2-foot wide asphalt shoulder option in the amount of \$131,750.00.

Ruvalcabas Paving has performed work for the City of Bulverde before. They have performed the last two year’s edge protection projects for the City. They also worked as a subcontractor to Blacktopper a few years ago to apply the chip seal on the city’s street maintenance project. Fuquay, Inc. is a partnership between Wagner materials and Construction and Fuquay, Inc. Wagner Materials and Construction has performed the chip seal work for the City of Bulverde the past few years. It is City staff’s positions that both contractors are capable of performing the work in an acceptable manner.

The bids also came in below the Engineer’s Estimate by a significant amount. Should Council award contracts for the work, Staff will work with the contractors to utilize the excess funding to perform additional fog seal and edge protection on other city streets in accordance with the general direction given for the creation of this year’s street maintenance project.



COUNCIL AGENDA ITEM

CITY OF BULVERDE, TEXAS

Tuesday, July 12, 2016

TITLE: Modification to the Subdivision Ordinance to Identify Right-of-Way Dedication at Roadway Intersections

DEPARTMENT: Public Works

PRESENTED BY: John Nowak, P.E., Public Works Director

RECOMMENDATIONS

The Planning and Zoning Commission recommends approval of a modification of the Subdivision Ordinance to require additional right-of-way dedication at roadway intersections.

PROBLEM/ISSUE STATEMENT: Council must take final action on all Subdivision Ordinance modifications after receiving a recommendation from the Planning and Zoning Commission. The Commission made a recommendation on July 5, 2016.

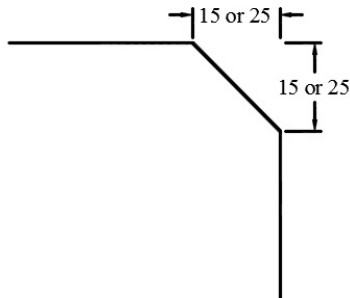
BACKGROUND

The Subdivision Ordinance currently identifies minimum right-of-way widths for roadways. The ordinance does not identify any additional right-of-way dedication at roadway intersections. As a result, right-of-way at intersections would generally consist of right-of-way boundaries simply intersecting each other in a straight line at angles close to 90 degrees. Under some infrastructure construction configurations, this could result in some of the infrastructure being located outside of the right-of-way boundary lines at roadway intersections. In order to avoid this possibility, additional right-of-way dedication could be required at roadway intersections.

Last month the Commission considered a proposed modification to the Subdivision Ordinance to require additional right-of-way dedication at roadway intersections. While the Commission generally agreed with the content of the proposed change, they directed staff to place the proposed modification in a separate paragraph. Based on the Commission direction, Staff created a new proposed modification to Section 2.04 (e) of the Subdivision Ordinance as follows:

Insert a new paragraph (ii) below to Section 2.04 (e) of the Subdivision Ordinance and re-number the remaining paragraphs accordingly.

(ii) Additional triangular, or “cutback” segments, of right-of-way shall be dedicated at all roadway intersections. These cutback segments shall be at least 15 foot by 15 foot triangles for local roadway intersections and 25 foot by 25 foot triangles for collector and higher classified roadway intersections as depicted below:



The Commission reviewed and approved the revised proposed modification on July 5, 2016. The Commission voted 6-0 to recommend approval of the ordinance modification to City Council.

ATTACHMENTS: Ordinance adopting the modification (6 pages)

AN ORDINANCE AMENDING CHAPTER 10 OF THE CODE OF ORDINANCES, SUBDIVISION REGULATION OF THE CITY OF BULVERDE SO AS TO REQUIRE ADDITIONAL RIGHT-OF-WAY DEDICATION AT ROADWAY INTERSECTIONS.

WHEREAS, the City Council of Bulverde has determined that the existing ordinance language establishing the roadway right-of-way dedication amounts by the City by Ordinance No. 258-07-09-25, as amended by Ordinance No. 270-08-04-11, Ordinance 289-09-04-14A, Ordinance 324-11-06-14, Ordinance 336-12-01-10, Ordinance 340-12-05-15, Ordinance 362, and Ordinance 382 is insufficient and,

WHEREAS, adoption of a requirement for additional right-of-way dedication at roadways intersections would accomplish the objectives of the city of Bulverde and,

WHEREAS, on June 7 and July 5, 2016 the Planning and Zoning Commission of the City of Bulverde held meetings and considered a modification to Section 2.04 (e) of Chapter 10 of the Code of Ordinances and recommended approval of a modification to Section 2.04 (e) of Chapter 10 of the Code of Ordinances and,

WHEREAS, the on July 12, 2016 the City Council of the City of Bulverde held a meeting and considered a modification to Section 2.04 (e) of Chapter 10 of the Code of Ordinances, and

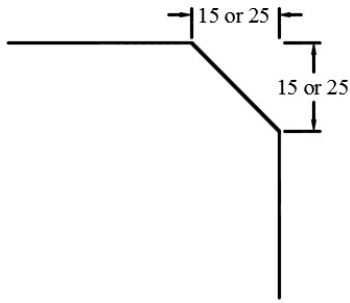
WHEREAS, the City Council of the City of Bulverde are of the opinion that the modification is necessary to better protect the health, safety, and welfare of the residents of Bulverde,

NOW, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BULVERDE, TEXAS:

SECTION 1. That the existing Chapter 10, of the Code of Ordinances of the City of Bulverde entitled "Subdivision Regulation" is hereby amended as follows:

Insert a new paragraph (ii) below to Section 2.04 (e) of the Subdivision Ordinance and re-number the remaining paragraphs accordingly.

(ii) Additional triangular, or "cutback" segments, of right-of-way shall be dedicated at all roadway intersections. These cutback segments shall be at least 15 foot by 15 foot triangles for local roadway intersections and 25 foot by 25 foot triangles for collector and higher classified roadway intersections as depicted below:



SECTION 2. SAVINGS CLAUSE: All ordinances or parts of ordinances, in conflict herewith are to the extent of such conflict hereby repealed. The balance of such ordinance is hereby saved from repeal.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be unconstitutional or illegal, such decision shall not effect the validity of the remaining sections of this ordinance. The City Council hereby declares that it would have passed this ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared void.

SECTION 4. EFFECTIVE DATE. The Ordinance shall be effective immediately following City Council approval and its publication in the local newspaper as required by Section 52.011 of the Texas Local Government Code. Thereafter, the rules contained therein will apply within the City of Bulverde.

PASSED AND APPROVED THIS 12th DAY OF July, 2016

By: _____
William Krawietz
Mayor

Attest: _____
Danny Batts
City Secretary

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BULVERDE, TEXAS, APPROVING THE SUBMISSION OF A GRANT APPLICATION TO THE CRIMINAL JUSTICE DIVISION OF THE OFFICE OF THE GOVERNOR OF THE STATE OF TEXAS FOR THE UPGRADE TO BODY WORN CAMERAS.

WHEREAS, The City of Bulverde finds it in the best interest of the citizens of The City of Bulverde that the Upgrade to Body Worn Cameras be operated for the 2016 fiscal year; and

WHEREAS, The City of Bulverde agrees to provide applicable matching funds for the said project as required by the Criminal Justice Division grant application; and

WHEREAS, The City of Bulverde agrees that in the event of loss or misuse of the Office of the Governor funds, The City of Bulverde assures that the funds will be returned to the Office of the Governor in full.

WHEREAS, The City of Bulverde designates Eugene A. Hoppe, City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The City of Bulverde approves submission of the grant application for the Upgrade to Body Worn Cameras to the Office of the Governor.

Signed by:

Passed and approved this _____ day of _____, 2016.

Grant Number: 31961-01 _____

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code. Audio recordings of most City meetings can be obtained at www.bulverdetx.gov

City of Bulverde City Council Minutes
Regular City Council Meeting 05-10-2016
Meeting Duration: 6:30 pm to 8:07 p.m.

CALL TO ORDER

Roll Call

Members of City Council:

Bill Krawietz, Rob Hurst, Yvonne Chapman, Kirk Harrison, Gene Hartman, Ray Jeffrey, David Payne.

City Council Members Absent:

Yvonne Chapman

City Staff Present:

City Manager E.A. Hoppe, City Secretary Danny Batts, City Attorney Frank Garza, Finance Director Ginger Hofstetter, Police Chief Gary Haecker, Public Works Director John Nowak.

AGENDA ITEMS

1. Discuss and consider electing one member of the City Council to serve as Mayor Pro Tem for the 2016 term: Councilmember Hurst moved to elect Councilmember Hartman as Mayor Pro Tem. Councilmember Payne seconded the motion, which carried unanimously.
2. Discuss and consider accepting recommendations for future capital improvements at the Bulverde Community Park from the Friends of the Park Committee: The City Council received the recommendations of the Committee and took no further action on this item.
3. Discuss and consider a request from Progressive Waste to increase the rates for solid waste services within the City of Bulverde: Mayor Krawietz moved to disapprove the request for a rate increase. Councilmember Payne seconded the motion, which failed by the following vote: AYES - Krawietz, Payne. NAYS- Jeffrey, Harrison, Hartman, Hurst. Councilman Jeffrey then moved to approve the requested 1.4% rate increase. Councilmember Hartman seconded the motion, which carried by the following vote: AYES- Jeffrey, Harrison, Hartman, Hurst. NAYS- Krawietz, Payne.
4. Discuss and consider approval of designated signage for Downtown Bulverde: Mayor Krawietz moved to approve option "A", as presented and attached to these minutes as "Attachment A". Councilmember Jeffrey seconded the motion, which carried unanimously.
5. Discuss and consider acceptance of Public Infrastructure for Wiley Road and Singing Hills, Unit 5 and the Preserve at Singing Hills, Unit 1: Councilmember Payne moved to accept the listed infrastructure. Councilmember Hartman seconded the motion, which carried unanimously.
6. Discuss and consider approval of the minutes of the April 12, 2016 City Council meeting: Councilmember Hartman moved to approve the minutes. Councilmember Harrison seconded the motion, which carried unanimously.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned.

I certify that these minutes were approved by the City Council on the 14th day of June, 2016.

Danny S. Batts II, City Secretary

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code.

City of Bulverde City Council Minutes
Special City Council Meeting 05/26/2016

Call to Order – Mayor Krawietz and Councilmembers Hurst, Chapman, Harrison, Jeffrey, and Hartman were present for this meeting.

Regular Agenda

1. Receive a presentation on the Pavement Condition Index for roadways located in the City of Bulverde and updates to the Five-year Street Maintenance Program: The City Council took no action on this item.
2. Discuss and consider approval of the 2016 Street Maintenance Program: Councilmember Harrison moved to approve a Street Maintenance Program for 2016 which prioritizes maintenance for streets with a Pavement Condition Index score below 70, ranking streets from lowest to highest Pavement Condition Index score, and increasing the proposed funding amount for the program by \$100,000.00, for a total proposed 2016 program budget of \$430,000.00. Councilmember Chapman seconded the motion, which carried unanimously.

C. Adjournment

There being no further business to come before the Council, the meeting was adjourned.

I certify that the above minutes were approved by the City Council of the City of Bulverde on 07/12/2016.

Danny S. Batts II, City Secretary

These minutes have been prepared to satisfy the requirements of Section 551.021 of the Texas Government Code. Audio recordings of most City meetings can be obtained at www.bulverdetx.gov

City of Bulverde City Council Minutes
Regular City Council Meeting 06-14-2016
Meeting Duration: 6:30 pm to 8:04 p.m.

CALL TO ORDER

Roll Call

Members of City Council:

Bill Krawietz, Rob Hurst, Yvonne Chapman, Kirk Harrison, Gene Hartman, Ray Jeffrey, David Payne.

City Council Members Absent:

None.

City Staff Present:

City Manager E.A. Hoppe, City Secretary Danny Batts, City Attorney Frank Garza, Finance Director Ginger Hofstetter, Police Chief Gary Haecker, Public Works Director John Nowak.

MONTHLY REPORTS

1. Police Department: Chief Haecker gave the City Council an overview of the monthly report included in the meeting packet.
2. Finance Department: Finance Director Ginger Hofstetter gave the City Council an overview of the monthly financial report included in the meeting packet.
3. Planning & Zoning Commission Update: Commission Chairman Mike Romans gave the Council a recap of the Commission's most recent meeting.

AGENDA ITEMS

1. Receive a presentation by Kimley-Horn and Associates regarding the Bulverde Land Use Planning and Comprehensive Zoning Study: The City Council took no action on this item.
2. Discuss and consider approval of an ordinance amending the Code of Ordinances to eliminate redundant references to traffic related fines and fees established by state statute: Councilmember Hartman moved to approve the ordinance. Councilmember Harrison seconded the motion, which carried unanimously.
3. Discuss and consider a building setback variance for a Re-Plat of Lot 2AP, Block 1, Kestrel Air Park, Unit 1: Councilmember Jeffrey moved to approve the requested variance. Councilmember Hartman seconded the motion, which carried unanimously.
4. Discuss and consider authorizing staff to purchase and install enhanced signage for Downtown Bulverde: Mayor Krawietz moved to approve the item. Councilmember Payne seconded the motion, which carried unanimously.

EXECUTIVE SESSION

The City Council convened in Executive Session to discuss the following item:

1. Consult with City Attorney under Government Code Section 551.071 (Consultation with Attorney) and Government Code Section 551-087 (Economic Development) regarding retail center negotiations.

The City Council reconvened from Executive Session and took no action on this item.

ADJOURNMENT

There being no further business to come before the Council, the meeting was adjourned.

I certify that these minutes were approved by the City Council on the 14th day of June, 2016.

Danny S. Batts II, City Secretary